

## AGENDA

**Meeting:** WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Lyneham Primary School, Preston Lane, Lyneham, SN15 4QJ  
**Date:** Wednesday 23 March 2011  
**Time:** 7.00 pm

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Including the Parishes of Braydon, Broad Town, Clyffe Pypard, Cricklade, Latton, Lydiard Millicent, Lydiard Tregoz, Lyneham & Bradenstoke, Marston Meysey, Purton, Tockenham and Wootton Bassett.

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**The Area Board welcomes and invites contributions from members of the public. The Chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.**

If you have any requirements that would make your attendance at the meeting easier, please contact the Democratic Services Officer.

**Refreshments and networking opportunities will be available from 6:30pm.**

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Please direct any enquiries on this Agenda to:

Penny Bell (Democratic Services Officer), 01249 706613 / [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk)  
or Alison Sullivan (Community Area Manager – Wootton Bassett and Cricklade Area),  
07917 721371/ [alison.sullivan@wiltshire.gov.uk](mailto:alison.sullivan@wiltshire.gov.uk).

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk).

Press enquiries to Communications on direct lines 01225 713114/713115.

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### Wiltshire Councillors

Allison Bucknell	Lyneham
Peter Colmer	Cricklade & Latton
Peter Doyle ( <b>Chairman</b> )	Wootton Bassett South
Mollie Groom	Wootton Bassett East
Jacqui Lay ( <b>Vice Chairman</b> )	Purton
Bill Roberts	Wootton Bassett North

Items to be considered	Time
<p>1. <b>Chairman's Welcome and Introductions</b></p> <p>2. <b>Apologies</b></p> <p>3. <b>Minutes</b></p> <p>To approve and sign as a correct record the minutes of the meeting held on Wednesday 2 February 2011.</p> <p>4. <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any personal or prejudicial interests, or dispensations granted by the Standards Committee.</p> <p>5. <b>Chairman's Announcements</b></p>	<p><b>7.00pm</b></p>
<p>6. <b>Partner Updates</b></p> <p>To note the written reports and receive any verbal updates from the following:</p> <ul style="list-style-type: none"> <li>i. Wiltshire Police</li> <li>ii. Wiltshire Fire &amp; Rescue Service</li> <li>iii. NHS Wiltshire</li> <li>iv. Parish and Town Councils</li> <li>v. Community Area Young Peoples' Issues Group (CAYPIG)</li> <li>vi. Chambers of Commerce</li> <li>vii. Community Groups</li> <li>viii. Outside Bodies</li> <li>ix. Westlea Housing Association.</li> </ul>	<p><b>7.10pm</b></p>
<p>7. <b>Community Campus</b></p> <p>To receive a presentation from Lucy Murray-Brown, Campus and Operational Delivery Programme, on proposals for a community campus in Wootton Bassett and a community campus in Cricklade, as detailed in the attached Cabinet paper dated 15 February 2011.</p> <p>The Area Board will be asked to consider and approve proposals for the campus delivery and associated Terms of Reference.</p>	<p><b>7.20pm</b></p>
<p>8. <b>Localism and Neighbourhood Planning</b></p> <p>To receive a short presentation prepared by David Buxton, Policy Advisor on Neighbourhood Planning, Department for Communities and Local Government.</p>	<p><b>8.10pm</b></p>

9.	<p><b>Delegation of Authority to Community Area Manager</b></p> <p>To consider the delegation of authority to the Community Area Manager in respect of urgent expenditure directly related to the booking of public meeting rooms for Area Board purposes.</p>	<b>8.30pm</b>
10.	<p><b>Community Led Planning Grants</b></p> <p>The Area Board will consider the following funding applications for community planning, in line with proposals agreed at the previous Area Board meeting:</p> <ul style="list-style-type: none"> <li>i. Cricklade Town Plan Steering Group – seeking £2,000</li> <li>ii. Wootton Bassett Town Council – seeking £4,000</li> <li>iii. Purton Parish Council – seeking £2,000.</li> </ul>	<b>8.35pm</b>
11.	<p><b>Community Area Grants</b></p> <p>The Area Board will consider the following applications to the Community Area Grants Scheme 2010/11:</p> <ul style="list-style-type: none"> <li>i. Longleaze Preschool – seeking £930 to replace an access ramp and hand rail to the community preschool and nursery.</li> <li>ii. Purton Institute Village Hall Charity – seeking £820 towards refurbishing the kitchen in the village hall.</li> <li>iii. Wilts &amp; Berks Canal Trust Wootton Bassett - £1,736 to improve surface of tow path.</li> <li>iv. Thames Hall Management Committee - £1,045 to replace central heating boiler.</li> <li>v. Cricklade Bloomers - £1,630 to purchase lamp post baskets for spring and autumn to supplement the summer planting.</li> </ul> <p>Grant application packs for the Community Area Grants Scheme are available from the Community Area Manager or electronically at <a href="http://www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm">www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm</a></p>	<b>8.45pm</b>
12.	<p><b>Evaluation and Close</b></p> <p>The Chairman will invite any remaining questions from the floor. The meeting is asked to note the future meeting dates below and is reminded to complete the evaluation forms. The Forward Plan is attached for information.</p>	<b>9.00pm</b>

**Future Meeting Dates**

Wednesday 25 May 2011

7.00 pm

Cricklade Town Hall

Wednesday 6 July 2011

7.00 pm

St Bartholomew's Primary School, Wootton Bassett

Wednesday 12 October 2011

7.00 pm

Cricklade Town Hall

Wednesday 30 November 2011

7.00 pm

Wootton Bassett Memorial Hall

Wednesday 25 January 2012

7.00 pm

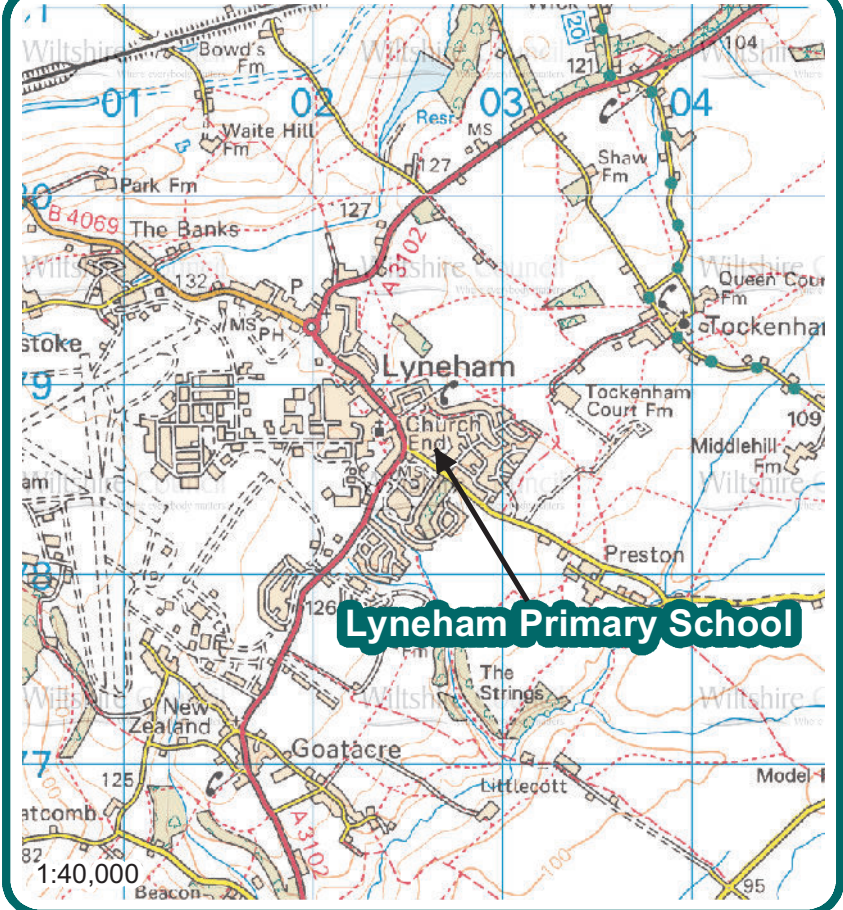
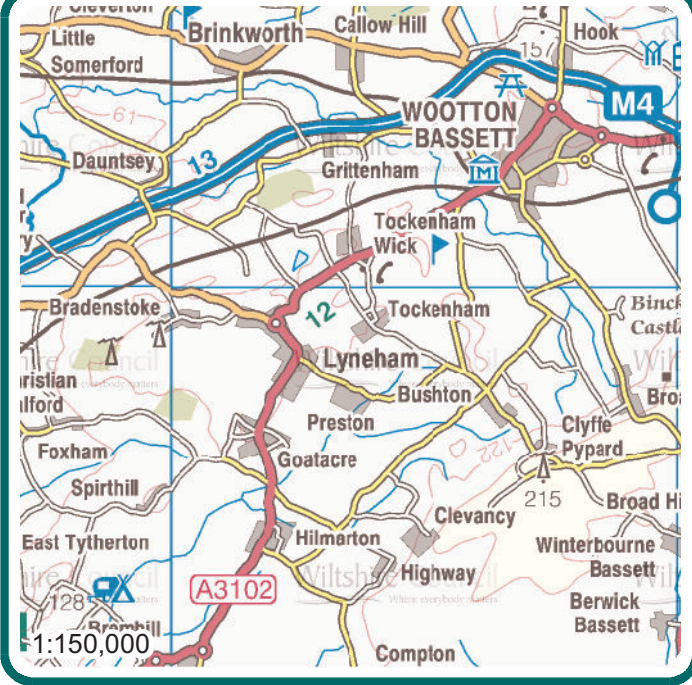
Lyneham Primary School

Wednesday 28 March 2012

7.00 pm

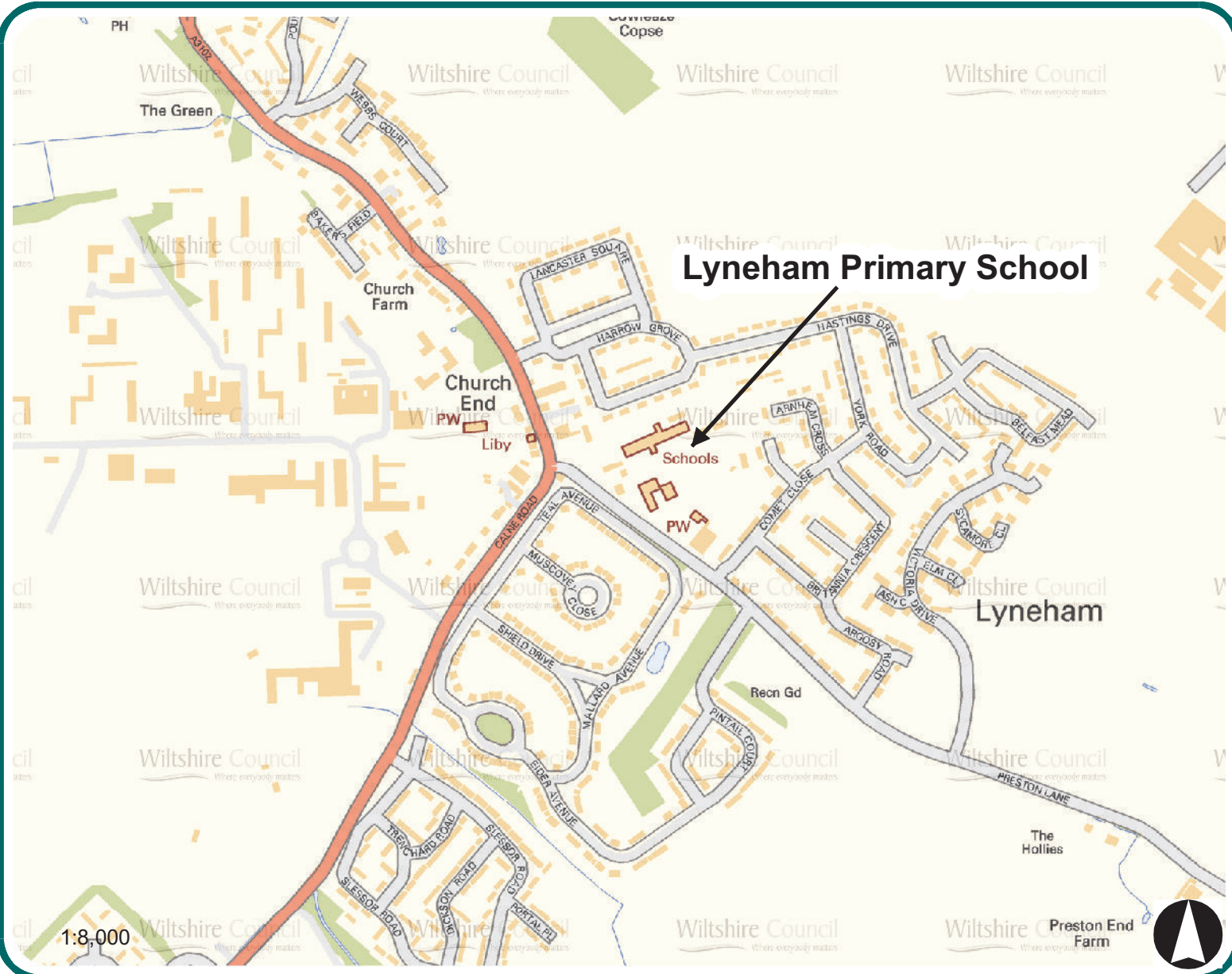
Cricklade Town Hall





**Lyneham Primary School**  
 Preston Lane  
 Lyneham  
 Chippenham  
 SN15 4QJ

**Wiltshire Council**  
 Where everybody matters





# MINUTES

ITEM 3

**Meeting:** WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Cricklade Town Hall, High Street, Cricklade, SN6 6AE  
**Date:** 2 February 2011  
**Start Time:** 7.00 pm  
**Finish Time:** 9.35 pm

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Please direct any enquiries on these minutes to:

Penny Bell, direct line 01249 706610 or e-mail [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Peter Doyle (Chairman), Cllr Jacqui Lay (Vice Chairman), Cllr Allison Bucknell, Cllr Peter Colmer, Cllr Mollie Groom and Cllr Bill Roberts

Cllr Carole Soden (Wiltshire Councillor and Vice Chairman of Wiltshire Police Authority)

### **Wiltshire Council Officers**

Penny Bell, Democratic Services Officer  
Alison Sullivan, Community Area Manager  
Laurie Bell, Service Director Policy, Research and Communications  
Nick Bate, Emergency Planning Officer

### **Town and Parish Councillors**

Cricklade Town Council – Ruth Szybiak, David Tetlow, Shelley Parker (Clerk)

Wootton Bassett Town Council – Mike Leighfield, Sue Doyle, Stephen Walls,  
Johnathan Bourne (Clerk)

Broad Town Parish Council – Veronica Stubbings

Latton Parish Council – Phil Winfield

Lydiard Millicent Parish Council – John Bennett

Lydiard Tregoz Parish Council – Peter Willis

Lyneham and Bradenstoke Parish Council – John Webb

Purton Parish Council – Mike Bell, Ray Thomas

**Partners**

Wiltshire Police – Inspector Chris Martin, Sergeant Martin Alvis  
Community Area Young Peoples' Issues Group -  
Chambers of Commerce – Bob Jones  
Community First – Marion Rayner

**Members of Public in Attendance: 28****Total in attendance: 58**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Wootton Bassett and Cricklade Area Board and invited the councillors and officers present to introduce themselves.</p> <p>The Chairman also welcomed to the meeting Councillor Carole Soden, Vice Chairman of Wiltshire Police Authority, and Inspector Chris Martin of Wiltshire Police, who was the new police inspector covering the Wootton Bassett and Cricklade Community Area.</p>	
2.	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillor Keith Humphries, Cabinet Member for Health and Wellbeing, Jo Howes of NHS Wiltshire, Chris Wannell of Wootton Bassett Town Council and Peter Gantlett of Clyffe Pypard Parish Council.</p>	
3.	<p><u>Minutes</u></p> <p>It was noted that Mike Leighfield of Wootton Bassett Town Council should be added to the list of attendees.</p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on 1 December 2010 were agreed a correct record and signed by the Chairman.</b></p>	
4.	<p><u>Declarations of Interest</u></p> <p>Councillors Peter Doyle, Peter Colmer, Bill Roberts and Mollie Groom all declared personal interests in item 8; Community Planning, as they were all members of parish or town councils within the community area.</p>	
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman referred to a number of announcements that were detailed in the supplementary paper handed out at the meeting, as follows:</p> <p><b>RAF Lyneham</b>  James Gray MP had secured a Parliamentary debate on the future use of RAF Lyneham on 26 January. The Armed Forces minister, replying to the debate, promised a decision on the base no later than the end of July 2011.</p>	

The full debate could be viewed online at:  
<http://www.parliamentlive.tv/Main/Player.aspx?meetingId=7416&player=windowsmedia>

In the meantime, Wiltshire Council continued to work in conjunction with the Military Civilian Integration Programme (MCI) to address the wider issues that would need to be addressed. Further announcements would be made in due course.

A vote of thanks was paid to James Gray MP for all his efforts in having secured the recent Parliamentary debate on the future use of RAF Lyneham.

#### **Lime Kiln Leisure Centre**

In response to the recent fire at Lime Kiln Leisure Centre, both Wiltshire Council and DC Leisure were committed to re-opening the centre, and potential dates for re-opening would be made available to the public as soon as possible. In the meantime, any queries could be directed to the Olympiad on 01249 444144 or by emailing [enquiries@limekilnlc.co.uk](mailto:enquiries@limekilnlc.co.uk).

#### **Library Services Review**

Wiltshire Council's Cabinet had approved a vision for the future of the library service, which aimed to retain all 31 of the county's libraries and its mobile service. The county's 21 largest libraries, including Wootton Bassett Library, would operate with new core opening hours.

The council would now work in partnership with local communities to help keep 10 of the county's smallest libraries, including Lyneham and Purton Libraries, open. Anyone wishing to know more about volunteering opportunities should contact Rebecca Bolton on 01225 713706.

#### **Trans-Wilts Rail Link – Potential Re-opening of Wootton Bassett Railway Station**

Wiltshire Council was sponsoring the TransWilts Rail Link, together with Wessex Chambers of Commerce and TransWilts Community Rail. This included consultancy work to validate the capacity projections which underlined the business and community case for the service.

The TransWilts Rail proposed provision of a regular rail service (6 times daily in both directions) for both commuters and non-commuters between Salisbury and Swindon from December 2011.

The reopening of Wootton Bassett Railway Station was included in Wiltshire Council's new Local Transport Plan - due to be approved

	<p>by Wiltshire Council's Cabinet on 15 February 2011.</p> <p>Further public information on the proposal was available on the Trans-Wilts Rail Link website at <a href="http://www.transwiltsrail.org.uk/">http://www.transwiltsrail.org.uk/</a> where consultation responses could be submitted on-line until 18 February 2011.</p> <p><b>Dog Control Orders</b> Wiltshire Council was currently consulting on proposed new Dog Control Orders. The consultation paper, including full details of the proposal, could be accessed via the link below, together with a questionnaire for making comments, by 7 February 2011.</p> <p><a href="http://www.wiltshire.gov.uk/council/consultations.htm">http://www.wiltshire.gov.uk/council/consultations.htm</a></p> <p>Further information was available from Simon Cleaver, Pest Control and Dog Warden Service Manager on 01225 776655, or be emailing <a href="mailto:simon.cleaver@wiltshire.gov.uk">simon.cleaver@wiltshire.gov.uk</a>.</p> <p><b>Street Trading</b> Wiltshire Council had produced a new draft scheme in relation to street trading. A full copy of the proposed scheme and consultation survey was available online at <a href="http://www.wiltshire.gov.uk/council/consultations">www.wiltshire.gov.uk/council/consultations</a>. All interested parties should return written responses to the Wiltshire Council Licensing Team by 17 March 2011.</p> <p>Further information could be requested from Alissa Davies on 01249 706414, or by emailing <a href="mailto:alissa.davies@wiltshire.gov.uk">alissa.davies@wiltshire.gov.uk</a>.</p>	
6.	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <p><b>i. Wiltshire Police</b> Inspector Chris Martin introduced himself as the new replacement for the previous area Inspector, Steve Cox. Sergeant Martin Alvis reported that metal theft crime remained a top priority in the community area at present; however progress was being made on this. A full written update was included in the agenda at pages 15 to 16.</p> <p>A question had been received regarding the way that road traffic collisions were recorded by the police. Concern was expressed that, when considering speeding matters, the local authority only took note of police records, which did not provide an accurate picture as police records did not account for 'minor' incidents.</p>	

Sergeant Alvis reported that road traffic collisions were only recorded when injury or damage to property was caused, or when an offence was committed. There was no legal requirement for the police to record 'minor' incidents, and to do so would result in a large increase in form-filling for the officers, and so the situation was unlikely to change. Sergeant Alvis recommended that the issue be discussed at the next Local Traffic and Highways Working Group meeting on 5 May 2011.

**ii. Wiltshire Fire and Rescue Service**

A written update was included in the agenda at pages 17 to 19. A question arose regarding the date that it was expected that the fire cadets would start-up again. Councillor Peter Colmer undertook to investigate the matter.

**iii. NHS Wiltshire**

Written updates for December 2010 and January 2011 were included in the agenda at pages 21 to 26.

**iv. Parish and Town Councils**

Written updates had been received from Cricklade Town Council, Wootton Bassett Town Council and Purton Parish Council, and were included in the agenda at pages 27 to 31. Further verbal updates were received as follows:

Wootton Bassett Town Council

The Mayor's Charity Fundraiser event at the Oriental Aroma would take place on Monday 7 March 2011; not 7 May 2011 as previously notified.

Purton Parish Council

The Parish Council wished to thank the Area Board for allocating funding for junction improvements at Crosslanes. The Parish Council was concerned about proposals for 800 houses at Ridgeway Farm, the possible changes to library services and the potential for parish councils to assume responsibility for street naming.

**v. Community Area Young Peoples' Issues Group (CAYPIG)**

Sarah Howes would shortly be returning to her role as Youth Development Officer for Purton and Cricklade, following a period of secondment. The last meeting of the CAYPIG had been a locality meeting, joint with the Malmesbury CAYPIG, when the programme for the next six months had been set.

	<p><b>vi. Chambers of Commerce</b>  The Cricklade Business Association was displeased at Wiltshire Council's plans to increase car parking charges in the area. Thanks were paid to Cricklade Town Council for its efforts to retain free car parking spaces and to increase parking provision within the town.</p> <p>A recent appeal had successfully raised the sum of £7,000 to provide new low-carbon Christmas lights in the town. Other focuses at present included the new partnership for the redevelopment of the Heritage Trail, Cricklade Festival which would take place on 19 June 2011 and the Champion of Champions Britain in Bloom competition, which Cricklade had been invited to enter.</p>	
7.	<p><u>Task Group Updates</u></p> <p>Updates were received as follows:</p> <ul style="list-style-type: none"> <li><b>i. Local Traffic and Highways Working Group</b>  At the last meeting of this group it was decided that it would be beneficial to receive a presentation at a future meeting regarding the Council's process for dealing with potholes.</li> <li><b>ii. Rural Buffer Zone Task Group</b>  The Area Board considered a motion with regards to potential future development of the rural buffer zone.</li> </ul> <p><u>Decision</u>  <b>Wootton Bassett &amp; Cricklade Area Board opposes the proposed development of up to 800 houses on the site at Ridgeway Farm, as the proposal distinctly impacts on the rural buffer between the rural villages of North Wiltshire and the urban town of Swindon. The proposed development will have a further detrimental impact on the currently overloaded infrastructure in the villages in close proximity of the application, particularly with regard to roads and potential flooding impact. Furthermore, reference to the Wiltshire and Swindon Structure Plan 2016 (which is the current planning guidance as a result of the demise of the Regional Spatial Strategy), which clearly states (DP13) that 'rural buffers should be maintained to protect the separate identities of the villages and prevent their coalescence with Swindon' (explicitly named are Cricklade, Lydiard Millicent, Purton and Wootton Bassett).</b></p>	

8.	<p><u>Community Planning</u></p> <p>Marion Rayner, Community Development Manager, Community First, gave a presentation on proposals for the development of community-led parish and town plans in the Wootton Bassett and Cricklade Community Area.</p> <p>Community First was currently delivering support for parish based community-led planning and welcomed the development of parish plans as the preferred way forward for community planning in the community area.</p> <p>One of the main benefits of producing parish plans was that they provided a clear, evidence-based steer for the future of the community.</p> <p>The proposal from Community First involved the Area Board committing funds of £15,200 from its budget, which would be given as direct grant funding to parish and town councils to enable them to initiate work on individual plans. This sum would be matched by £13,325 of funding available from Community First, and Community First would also offer support, advice and assistance to parish and town councils, to help them to set up working groups, coordinate activities and produce a final plan.</p> <p>It was proposed that the potential Area Board funding of £15,200 would be allocated to parish and town councils based on population, although there was flexibility on how the funds could be distributed according to local needs.</p> <p>At this stage, the Area Board was not considering the proposal formally; however the Chairman wished to seek the views of the people in attendance as to whether they agreed with the principal of Community First's proposal. Of those who indicated their views, 19 were in agreement with the proposal, and two disagreed.</p> <p>The Area Board considered the outline proposal presented by Community First, and the views of those present.</p> <p><b><u>Decision</u></b>  <b>The Area Board supported the outline proposal from Community First as community-led parish and town plans providing the preferred way forward for community planning in Wootton Bassett and Cricklade Community Area.</b></p> <p>The Chairman invited parish and town councils to submit their funding proposals to the Area Board for consideration at the meeting on 23 March 2011. Further advice could be sought from</p>	
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	<p>Alison Sullivan, Community Area Manager.</p> <p>Following this, Nick Bate, Emergency Planning Officer, gave a short presentation on the importance of emergency contingency planning, particularly given the recent spells of bad weather. A national template was available which would be circulated to parish and town council clerks, and it was thought that the process could be completed alongside the production of parish plans.</p> <p>The Chairman thanked Marion Rayner and Nick Bate attending the meeting and giving their informative presentations.</p>	
9.	<p><u>Community Safety</u></p> <p>Councillor Colmer provided an update on the outcomes of the community safety workshops undertaken at the previous Area Board meeting.</p> <p>At the workshops, the key areas of concern were identified as litter, graffiti, dog control, vehicle damage, general nuisance and vandalism. A number of suggestions were made by the groups to resolve these issues, with the support of the Community Area Manager and officers from the Community Safety Partnership.</p> <p>The Area Board considered a proposal regarding how best to take the issue forward.</p> <p><b><u>Decision</u></b>  <b>The Area Board agreed to invite each parish and town council (in conjunction with other appropriate groups) to report back on aspects of anti-social behaviour identified as priorities in the workshops, together with a suggested action plan which might benefit from having the wider support of the Area Board.</b></p>	
10.	<p><u>Face to Face Access to Council Services</u></p> <p>Councillor Allison Bucknell presented Wiltshire Council's new proposals to improve the customer's access to services.</p> <p>A DVD was played to the meeting which outlined Wiltshire Council's intention to increase the range of services delivered in customers' homes and business premises. Area Boards and local people/groups were being asked to recommend local venues in their areas that could be used for face to face meetings between customers and council officers.</p> <p>The Chairman recommended that anybody with comments or suggestions should contact the Council.</p>	

11.	<p><u>Wiltshire Police Authority Budget Consultation</u></p> <p>Councillor Carole Soden, Vice Chairman of Wiltshire Police Authority, gave a presentation on proposed plans to make savings in light of budget reductions from central government.</p> <p>The Authority was required to make savings of £15million over the next four years, and the main aim was to achieve this without compromising the effectiveness or efficiency of the police service. To ensure this, there were no planned changes to the number of frontline police officers in the communities, although it was likely that approximately 200 staff posts and 150 officer posts would be cut.</p> <p>The Authority was currently consulting on its proposals and people could respond online at <a href="http://www.wiltshire-pa.gov.uk">www.wiltshire-pa.gov.uk</a>, or by telephoning 01380 734022 to receive a paper copy.</p> <p>The Chairman thanked Councillor Soden for the presentation and recommended that people responded to the consultation with their views.</p>	
12.	<p><u>Funding</u></p> <p><b>a. Community Area Grants Scheme</b></p> <p>The Area Board considered the following applications for funding from the Community Area Grant Scheme 2010/11:</p> <ul style="list-style-type: none"> <li>i. <u>Fiddler's Allotment</u> The grant application from the Fiddler's Allotment had been withdrawn, as funds had successfully been obtained from an alternative source.</li> <li>ii. <u>Cricklade Jenner Hall</u> The sum of £864 was requested to upgrade fire protection and the alarm system.</li> </ul> <p><b><u>Decision</u></b> The Area Board awarded the sum of £864 to Cricklade Jenner Hall. <b><i>Reason: The application met the Community Area Grant Criteria 2010/11 and demonstrated a link to the Community Plan.</i></b></p> <ul style="list-style-type: none"> <li>iii. <u>Cricklade Heritage Trail Project</u> The sum of £5,000 was requested to design and install 18 historic interpretation boards.</li> </ul> <p><b><u>Decision</u></b></p>	

The Area Board awarded the sum of £5,000 to Cricklade Heritage Trail Project.

***Reason: The application met the Community Area Grant Criteria 2010/11 and demonstrated a link to the Community Plan.***

- iv. Wootton Bassett Museum and Heritage Group  
The sum of £916 was requested to purchase IT equipment.

**Decision**

The Area Board awarded the sum of £916 to Wootton Bassett Museum and Heritage Group.

***Reason: The application met the Community Area Grant Criteria 2010/11 and demonstrated a link to the Community Plan.***

- v. Cricklade Branch Royal British Legion  
The sum of £960 was requested to produce a carpet flower bed.

**Decision**

The Area Board awarded the sum of £960 to Cricklade Branch Royal British Legion.

***Reason: The application met the Community Area Grant Criteria 2010/11 and demonstrated a link to the Community Plan.***

- vi. Lyneham Youth Club  
A previous grant awarded to Lyneham Youth Club had resulted in an under-spend of £1,040 and it was requested that the club retained the funds in order to provide a further programme of youth activities.

**Decision**

The Area Board agreed that Lyneham Youth Club was permitted to retain the sum of £1,040 from a previously allocated community area grant, for the purpose of providing a programme of youth activities.

**b. Youth Transport Funding Scheme**

The Area Board considered the following request for funding from the Area Board's allocated youth transport budget:

- i. Community Area Young Peoples' Issues Group (CAYPIG)

	<p>The sum of £5,109.20 was requested to fund a level 3 Bikability scheme and to fund a programme of more mini buses from villages to towns and for special events.</p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £5,109.20 to the Community Area Young Peoples' Issues Group.</b></p>	
13.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting and reminded people to complete their evaluation forms.</p> <p>The next meeting of the Wootton Bassett and Cricklade Area Board would take place on Wednesday 23 March 2011, 7pm, at Lyneham Primary School.</p>	

**Crime and Community Safety Briefing Paper  
Wootton Bassett & Cricklade Community  
Area Board – March 2011**



**1. Neighbourhood Policing**

**Sector Commander:** Insp Chris Martin

**NPT Sgt:** Martin Alvis

**Wootton Bassett Town Centre Team**

Beat Manager – PC Nick Spargo

PCSO – Jim Wale

**Wootton Basset Lyneham & Rural villages Team**

Beat Manager – PC Steve Porter

PCSO – Andy Singfield

**Cricklade & Purton Team**

Beat Manager – PC Lee Kuklinski

PCSO Nicola Allan

PCSO Richard O'Halloran

**2. NPTs - Current Priorities & Consultation Opportunities:**

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

□ Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

**3. Police Authority Representative: Mrs Carole Soden**

Please contact via Wiltshire Police Authority Tel. 01380 734022 or <http://www.wiltshire-pa.gov.uk/feedback.asp>

**4. Performance and Other Local Issues**

The sector had seen over the past few months, a slight rise in thefts from rural locations including the theft of scrap metal, batteries, 4X4 vehicles and quads etc. Following on from some good community intelligence and some proactive Policing working with the rural crime team, a known offender has been located and is currently serving time in HMP. We are planning a further operation similar to others seen in our area over the past year to combat similar thefts. We would however urge the public to report suspicious incidents to us straight away and ensure that adequate preventative measures are put in place.

The neighbourhood Policing teams are continuing to work with the community in ensuring that the area remains one of the safest areas in the county to live. The Wootton Bassett team have recently seen a Swindon male convicted on ten counts of shoplifting from Wootton Bassett and the Cricklade team are currently working with partners addressing issues of anti social behaviour on the Bath road and Culverhay areas of Cricklade.

Sgt Martin Alvis has commenced negotiations once again with Wootton Bassett School for another Battle of the Bands competition, following on from last year's massive hit. More details to follow as the weeks progress.

### **Crime & Detections JAN 09 to DEC 09 & JAN 10 to DEC 10**

<b>WOOTTON BASSETT SECTOR</b>						
<b>WOOTTON BASSETT</b>	<b>CRIME</b>				<b>DETECTIONS</b>	
	FEB 2010 - JAN 2011 cf previous year				FEB 2010 - JAN 2011 cf previous year	
	2009/10	2010/11	+ / -	% Change	2008/09	2009/10
Violence Against the Person	171	129	-42	-24.6%	49.1%	61.2%
Dwelling Burglary	43	60	17	39.5%	27.9%	18.3%
Criminal Damage	335	219	-116	-34.6%	17.9%	10.0%
Non Dwelling Burglary	97	157	60	61.9%	6.2%	5.7%
Theft from Motor Vehicle	60	50	-10	-16.7%	8.3%	0.0%
Theft of Motor Vehicle	14	28	14	100.0%	7.1%	14.3%
Total Crime	1080	1042	-38	-3.5%	23.4%	25.4%

County Division is compared with 15 most similar divisions in other Forces. Currently we are performing well e.g. ranked 1st (out of 15) for All Crime and 3rd (out of 15) for Violent Crime

### **Anti-Social Behaviour – reported incidents**

Quarter 4 (Q4) is 1st Jan - 31st March 2010

Quarter 1 (Q1) is 1st April - 30 June 2010

Quarter 2 (Q2) is 1st July - 30 Sept 2010

Quarter 3 (Q3) is 1st Oct - 31st Dec 2010

	<b>2009/2010</b>		<b>2010/11</b>		
	<b>Q3</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	
Wootton Bassett	182	222	236	179	204.8

Martin Alvis  
NPT Sergeant  
March 2011





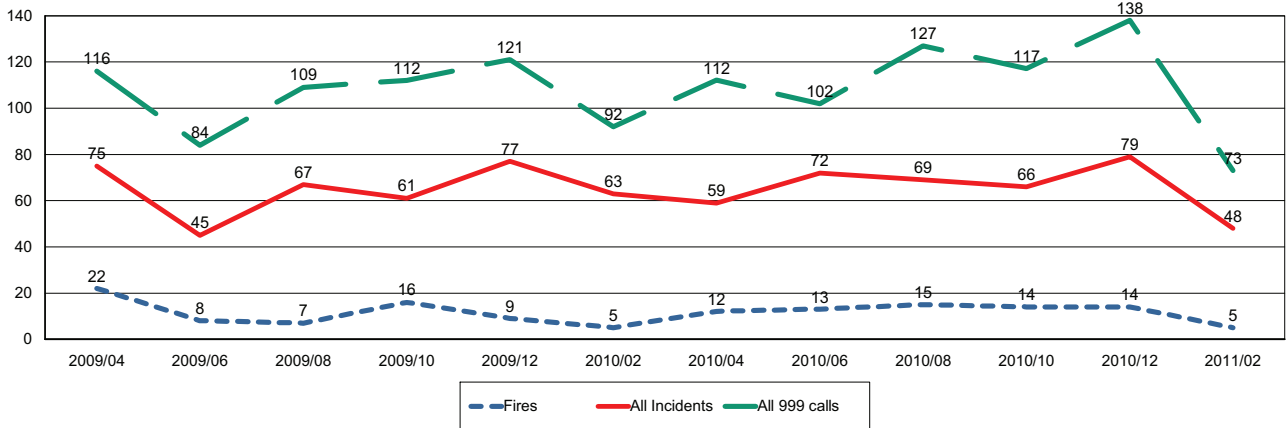
# Wiltshire Fire & Rescue Service

Wiltshire and Swindon Fire Authority

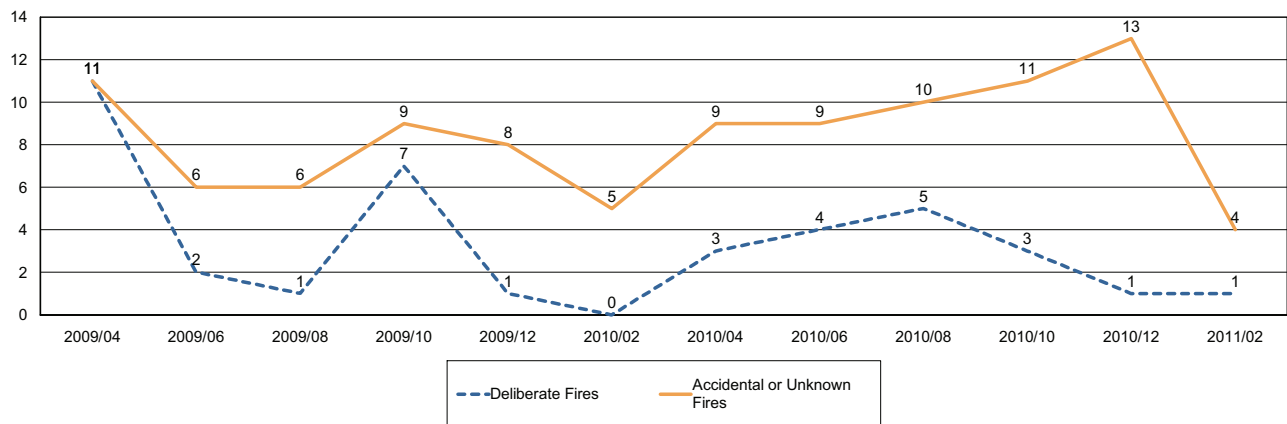
## Report for Wootton Bassett & Cricklade Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including February 2011. It has been prepared by the Group Manager for the Board's area.

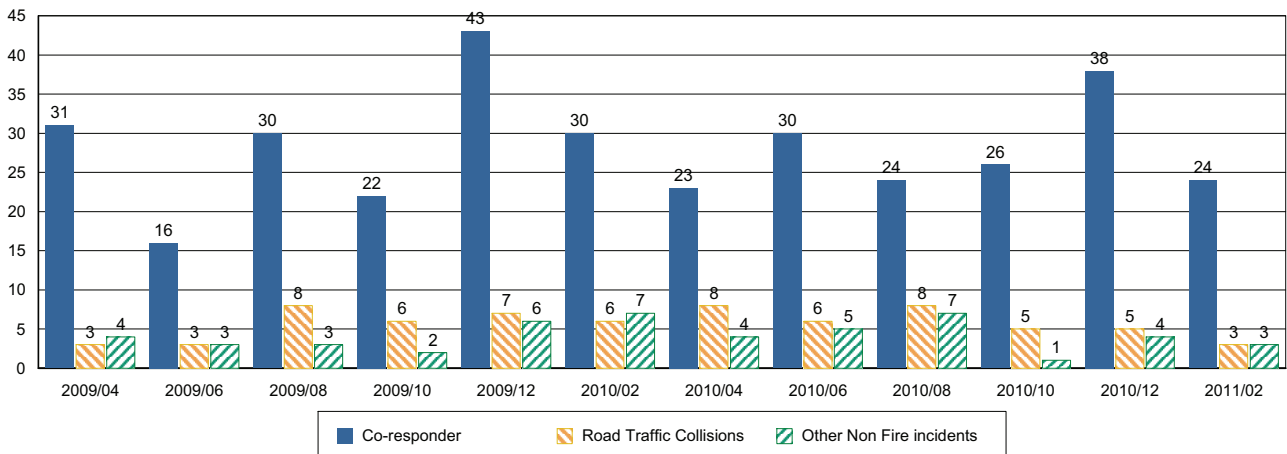
### Incidents and Calls



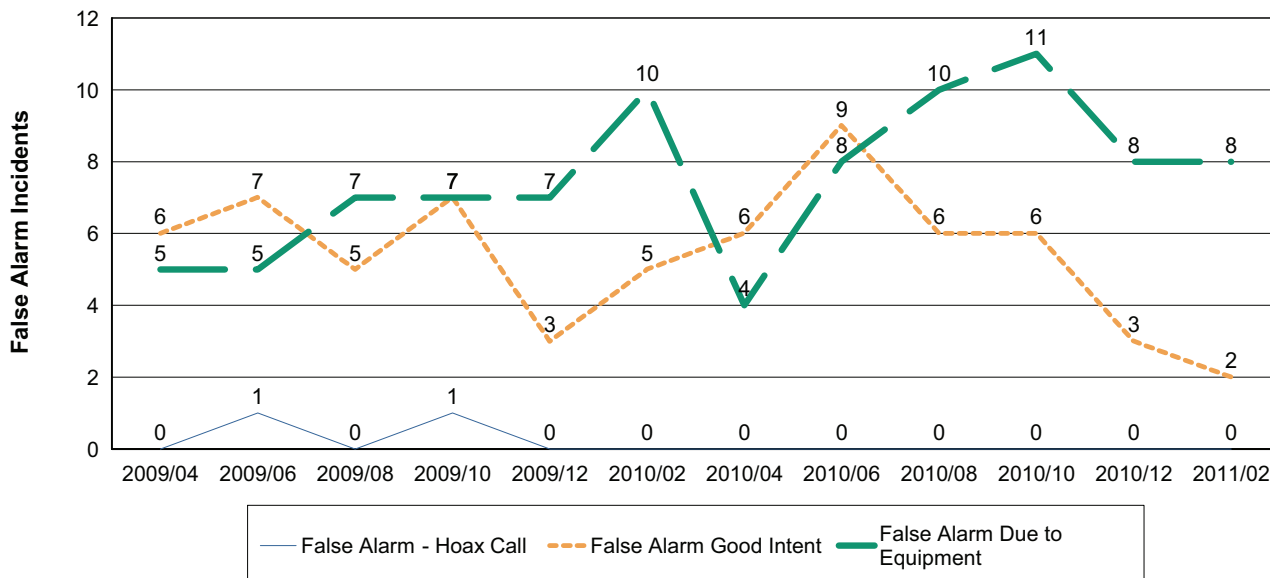
### Fires by Cause



### Non-Fire incidents attended by WFRS



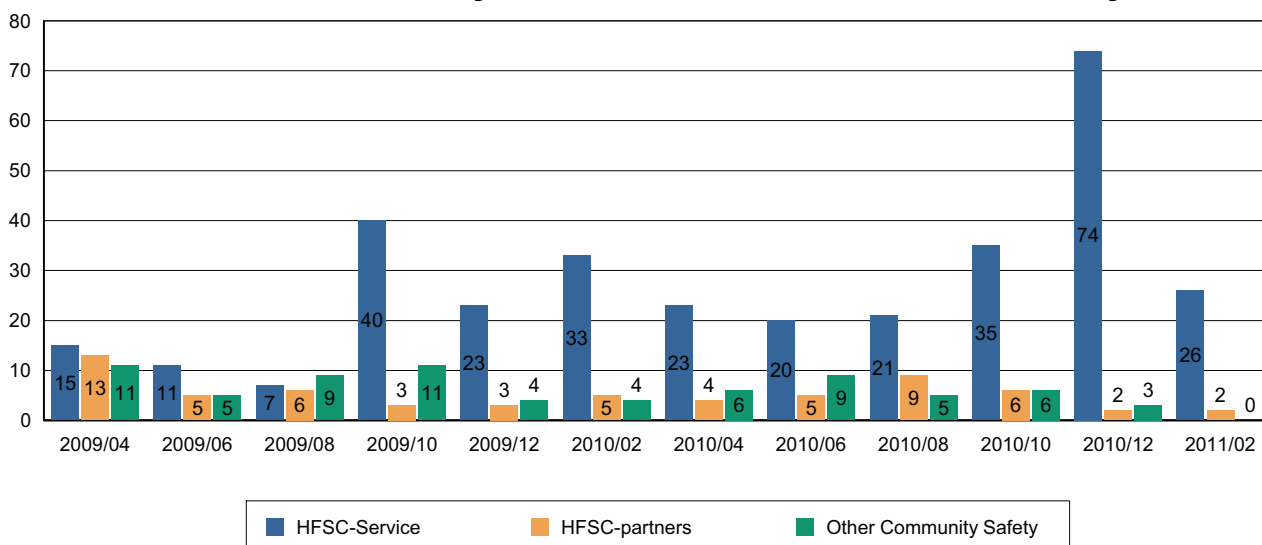
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

## NHS Update – February 2011

### Health and Social Care Bill sets out way forward for the NHS

Plans to put patients at the heart of the NHS have been set out in the Health and Social Care Bill 2011, published by the Government in January.

The proposed changes are intended to deliver better care, more choice and improved outcomes for patients, as well as long term financial savings for the NHS.

The Bill includes proposals to:

- Bring commissioning closer to patients by giving responsibility to GP-led groups
- Increase accountability for patients and the public by establishing HealthWatch and local wellbeing boards within local councils
- Enable all trusts to become foundation trusts and establish independent regulation of them
- Improve public health by creating Public Health England
- Reduce bureaucracy by streamlining arm's-length bodies

The changes should save more than £5 billion by 2014/15, and £1.7 billion a year after that, by changing the way the NHS delivers care, abolishing Strategic Health Authorities and Primary Care Trusts, and removing some 24,500 management posts.

For more information see: [www.dh.gov.uk/healthandsocialcarebill](http://www.dh.gov.uk/healthandsocialcarebill)

**Five 'consortia' groups of Wiltshire GPs have made a successful application for 'Pathfinder' status.** As a big step towards delivering the plans set out in the Government's NHS White Paper Liberating the NHS: Equity and Excellence, the Pathfinder groups will test the new commissioning arrangements to ensure they are working well before more formal arrangements come into place. GPs will work with colleagues at NHS Wiltshire in shadow form to manage the budget for Wiltshire patients, purchasing services for patients direct with other NHS colleagues and local authorities. The Pathfinder status allows GPs to test out the new arrangements at an early stage before GP consortia take on statutory responsibilities from April 2013

### New health facilities planned for Salisbury

Proposals for three new healthcare developments for Salisbury were unveiled at the last Salisbury Area Board. Representatives from NHS Wiltshire and three GP practices briefed local politicians and decision-makers on proposals, approved in outline by NHS Wiltshire late last year, for:

- New premises for the existing Castle Street practice on NHS owned land and for a new state-of-the-art GP practice on the site of Salisbury's Old Manor Hospital.
- Also on Wilton Road, refurbishment of the Groveley Unit, by NHS Wiltshire to accommodate services currently housed at the Central Clinic and at Salisbury Hospital.
- New Street Surgery's branch surgery at Bishopdown will not be affected by the changes and will continue to exist on its current site.

- Wiltshire to accommodate services currently housed at the Central Health Clinic and at Salisbury Hospital.

The new building on the site of the Old Manor Hospital will be paid for and developed by the GP practices, and designed to provide accessible, modern facilities for patients. For patients, the new developments will mean more comfortable, accessible premises, and access to the same doctors and other staff as before. In the case of Castle Street, the new premises will still be occupied by the same, single practice – and only a couple of minutes walk away from the existing surgery.

Patients of New Street and Grove House will find the new premises on the Old Manor site a welcome upgrade from the existing surgeries – fully accessible for patients with disabilities, with better car parking and access by bus. Otherwise, however, they will experience the same, personal service from the two practices.

### **You're Welcome at St Laurence School**

St Laurence School in Bradford on Avon has celebrated achieving "You're Welcome" status and is the first school in Wiltshire to do so.

You're Welcome is a robust national audit supported by the NHS to ensure that the health services provided for young people are friendly, relevant, confidential and totally supportive.

St Laurence School, together with its extended services staff, are dedicated to supporting their students' health and wellbeing, enabling them to access help to support their emotional and mental well being, their relationships and sexual health as well as drug and alcohol issues when needed. Staff work closely with partners and are able to signpost to additional specialist support when required.

To achieve the You're Welcome award the school had to demonstrate how the staff have engaged with young people to help develop, monitor and evaluate the services offered. St Laurence has embraced this challenge, constantly consulting the pupils and proactively seeking their involvement to make decisions about aspects of the service, such as where the multi agency drop-in should be located and what sort of venue it should be.

The next Board meeting of NHS Wiltshire will be held on **Wednesday 16 March at 10am - 2011 at Southgate House**. Members of the public are welcome to attend.

Papers are published a week before the meeting on [www.wiltshire.nhs.uk](http://www.wiltshire.nhs.uk) or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: [stacey.saunders@wiltshire.nhs.uk](mailto:stacey.saunders@wiltshire.nhs.uk)). For further information or copies of documents referred to above, please contact Jo Howes, Community Engagement Manager, 01380 733929 or [jo.howes@wiltshire.nhs](mailto:jo.howes@wiltshire.nhs)

## **NHS Update – March 2011**

### **South West has the highest proportion of people who smoke ‘roll-ups’**

Smokefree South West launches a major campaign in Wiltshire in early March, targeting the 33% of smokers in the South West, the highest in the country, who use hand rolling tobacco. The first of its kind, it will highlight its inherent health risks and dispel the myths that have built up around it.

The campaign, which has been backed by Cancer Research UK and the Faculty of Public Health, will be seen across Wiltshire, including eye catching billboards, support packs for smokers looking to quit and hard-hitting radio and television adverts premiering today.

The cost of hospital admissions for users of hand rolling tobacco in the South West ran to approximately £31.7m in 2008/09, this represents an estimated £6 for every person in the South West.

Smokefree South West has developed a brand new Wise-Up to Roll-Ups pack, in the style of a hand rolling tobacco pouch, containing information about hand rolling tobacco and quitting tools to aid smokers to quit hand rolling tobacco. Smokers can order a pouch, by texting **WISE** to a unique text number, 0800 028 0553, or by going online to our dedicated website [www.wiseupandquit.co.uk](http://www.wiseupandquit.co.uk). Leaflets and posters will also be placed in GP surgeries across the South West.

### **New NHS Stop-Smoking drop-in clinic for Westbury**

Westbury smokers wanting to take the first steps to freedom from the habit will have a new option on their doorstep, with the opening of NHS Wiltshire’s Saturday drop-in clinic at The Laverton in Bratton Road. The clinic has been set up in response to increasing demand for support to stop smoking, and will open on Saturday 26 February 2011, initially running for a 12-week pilot.

There is already an award-winning stop smoking clinic established in Westbury on Tuesday evenings which has proved a great success with people giving up and becoming smoke free. The Westbury clinic at the Hospital has attracted over 100 smokers since April 2010 with 65 per cent of those being smoke free four weeks after setting a quit date.

For information on how to get off the cigarettes, your local NHS Stop Smoking Service is the first place to call – phone 01380 733891. Alternatively people can visit <http://www.wiltshire.nhs.uk/> for more information to help them make this important move.

### **Chippenham Hospital CQC Inspection**

In early February, the Care Quality Commission (CQC) which is the independent regulator of health and social care services in England, published a report following its visit to Chippenham Hospital in December 2010.

The visit was one of a programme of unannounced inspection visits to NHS facilities. Inspectors looked at the hospital environment, spoke to patients and staff on two wards and in the minor injuries unit, and reviewed a range of information.

The report identified that the Care Quality Commission has minor concerns about *some* aspects of the service on Beech Ward at Chippenham Hospital. It also found that new mothers praised staff on Chippenham Birthing Unit for their patient support with breastfeeding, and in the minor injuries unit staff were described as cheerful and welcoming.

Wiltshire Community Health Services (WCHS), which runs Chippenham Hospital, has welcomed the report, and acknowledged the areas where the CQC defined it has minor concerns. Responding, Annie Kelly, WCHS Director of Nursing with responsibility for the quality of patient care, said: "We take all the concerns seriously and are finalising a robust action plan, detailing how we can work with staff and others to ensure that we are providing the high quality care that people rightly expect."

### **Director of Public Health thanks health colleagues as flu numbers drop**

This year's seasonal influenza virus appears to be on the decrease this month after a difficult winter. Maggie Rae, Director of Public Health for Wiltshire, praised staff for their dedication and commitment over the last few months.

"As the person with responsibility for the public health of the people of Wiltshire, I would like to give my thanks to the GPs, hospital doctors, nurses, pharmacists and NHS Wiltshire's Primary Care Team who have done a tremendous job this winter – as they do every winter – in keeping the local health service running effectively. All the health and social care staff have done an excellent job, and thanks to their efforts, along with appropriate self-treatment and use of services by local people, we have managed very well".

Influenza is still circulating in our communities, although at much lower levels than we saw over the Christmas period.

### **Next NHS Wiltshire Board Meeting**

The next Board meeting of NHS Wiltshire will be held on **Wednesday 16 March at 10am - 2011 at Southgate House**. Members of the public are welcome to attend.

Papers are published a week before the meeting on [www.wiltshire.nhs.uk](http://www.wiltshire.nhs.uk) or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: [stacey.saunders@wiltshire.nhs.uk](mailto:stacey.saunders@wiltshire.nhs.uk)). For further information or copies of documents referred to above, please contact Jo Howes, Community Engagement Manager, 01380 733929 or [jo.howes@wiltshire.nhs](mailto:jo.howes@wiltshire.nhs)



## Update for Wootton Bassett & Cricklade Area Board

<b>Update from</b>	<b>Wootton Bassett Town Council</b>
<b>Date of Area Board Meeting</b>	Wednesday 23 March 2011

### Headlines

- Community Planning – There will be a meeting of the new Steering Group on Monday 21<sup>st</sup> March 2011 at which Marion Raynor, Community First will brief as she did at the February Area Board. On Thursday 24<sup>th</sup> March 2011, the Council has a presentation planned by James Derounian, Principal Lecturer in Community Development and Local Governance, University of Gloucestershire, following which will be held the next Community Forum on Saturday morning 16<sup>th</sup> April 2011 at the Wootton Bassett Memorial Hall. It is hoped that this will build on the success of the event last September.

- 
- Community Litter Picking has recommenced following the winter break. This is a local initiative where volunteers collect litter from around the Town on specified weekends bringing it to designated collection points. Following the weekend Town Council Staff arrange for its collection and disposal.

- 
- The Council is sad to report the resignation of two of its members, Councillor Sanjay Soni, known to many as the local Post Master and Councillor Peter Doyle who is leaving the Town Council to focus on his work with Wiltshire Council. Both will be missed.

### Projects

- During 4 days in April, Wootton Bassett will benefit from the experience and expertise of 14 Royal Engineers who will be helping the Town with a range of project work. Amongst the projects will be the installation of a new bridge at Jubilee Lake to improve the Disabled Access at this important facility.

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- The Council now has agreed with local highways officers priorities for the gritting of tertiary routes around the Town. Those areas to be managed by the Town Council have been conveyed to the Area Board Manager, although it is hoped that they will not now be needed until next winter.
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## **Update for Wootton Bassett & Cricklade Area Board**

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At a Town Council meeting held 17<sup>th</sup> February 2011 the following motion was passed.

*“With the increasingly irresponsible parking on residential roads, particularly at junctions, which have resulted in a number of minor collisions this Council urgently, requests the Wiltshire Council to prioritise a parking review for Wootton Bassett.”*

The Town Council always understood the introduction of parking restrictions as a welcome first phase with the review of and regulation of displacement parking as an essential second phase, and one that now needs to be prioritised in the interest of safety.

### **Future Events/Dates for the diary**

- Mothers Day, Sunday 3<sup>rd</sup> April 2011 will see the return of the Ride of Respect. Arrangements for the event are now well in hand and we wish the organisers every success whilst again thanking the Police for their diligence in helping to minimise the disruption, through their careful planning with the organisers.
- 
- The Mayor of Wootton Bassett will be holding a 60's/70's night on Saturday 23<sup>rd</sup> April 2011 in aid of her charity's. Details of the event are available from the Town Council Offices.
- 
- The Town Council Mayor Making will be held on Tuesday 3<sup>rd</sup> May 2011 at which it is expected that Councillor Paul Heaphy will be elected as Wootton Bassett's new Mayor, supported by Councillor Mike Leighfield as Deputy Mayor.

Signed: Johnathan Bourne, Town Clerk

Date: 2<sup>nd</sup> March 2011

## Update for Wootton Bassett & Cricklade Area Board

ITEM 6 (iv)

<b>Name of Parish/Town Council</b>	<b>Cricklade Town Council</b>
<b>Date of Area Board Meeting</b>	<b>23<sup>rd</sup> March 2011</b>
<b>Headlines/Key Successes</b>	

- **Long Close** - After many years of negotiation, Taylor Wimpey has now transferred an area of land known as Long Close to the Town Council. Plans are now underway to turn this area into public open space for local people and visitors to enjoy.
- **Car Parks in Cricklade** - Negotiations are nearing completion for the transfer of the management of the Town Hall Car Park from Wiltshire Council to the Town Council. This will be done through a short term lease and comes at a cost to the Town Council (with contributions from the Town Hall Trustees). However, this does mean that parking charges shortly to be implemented in many towns across the county will not affect Cricklade. Now all of the town's car parks – all free of charge - will be managed locally by the Town Council.
- **Enhancements to High St North** – Works to improve the northern end of the High Street began on 7<sup>th</sup> March. Local people wanted a 20 mph speed limit throughout the town centre. This request, supported by the Town Council, has been agreed by Highways and along with a small number of traffic calming enhancements including a new loading bay this should help to reduce the speed of vehicles travelling through Cricklade.
- **Grants** - Cricklade Town Council's Small Grants Scheme has been reviewed and a new form and guidelines will be introduced on 1 April.

### Projects

- **Eastern Roundabout** – The Town Council are close to adopting the roundabout at the eastern entrance to Cricklade from the A419. The Town Council and Cricklade Bloomers are looking at suitable designs to enhance it as an attractive and appropriate gateway to the town.
- **Asset Transfers** – The Town Council will soon begin negotiations with Wiltshire Council on a number of potential assets for transfer to the Town Council. (The Ockwells building in the High Street and the Bath Road Play Area are among these).
- **Champion of Champions** – The Town Council and Wiltshire Council are working with Cricklade Bloomers towards the Britain in Bloom Champion of Champions competition (there are only 5 finalists). The launch involves a Community Tree Planting day and a Worm Charming Competition. A newsletter has been jointly produced and will be delivered to all households in the town.



**Wiltshire Council**

**Cabinet**

**15 February 2011**

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**Subject: Outline Campus Development Timetable and Campus Management Proposal**

**Cabinet member: Councillor Jane Scott OBE, Leader of Council**

**Key Decision: Yes**

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**Executive Summary**

This report outlines the proposed future approach to how the Council facilitates the delivery of services from Campuses to neighbourhoods and communities in Wiltshire. It gives an overview of the campus development element of the Workplace Transformation Programme and the timetable for developing and implementing a proposed alternative approach to estate management and ownership that is flexible, innovative, expandable and not based on the continuation of existing service division or structures.

To meet the challenges facing local government and its partners and to complement the national context of the Localism Bill there is the potential to embrace alternative solutions to the management of public services. There is an opportunity for the Council to facilitate the delivery of value for money services tailored to local need and influenced by local people and partners. In order to do so, the council needs to take a holistic approach to the development of a single not for profit organisation that covers all of its local service delivery.

The proposals within this paper authorise the Workplace Transformation Programme to take forward the physical development of Campuses, with the long term aim to have each community area served by a campus, the style and content of which will vary depending on local needs, and to actively involve local communities in their delivery and management.

The long term proposal outlined in this report for estate management and service delivery is proposed to be centred on some form of not for profit organisation with a community purpose that delivers local services across Wiltshire and the two year preliminary management project will be designed to develop and test models to deliver this.

A future county wide management model would operate alongside the Council which would retain the responsibility for and concentrate on certain core services and strategic service specifications. It is proposed that a full options appraisal and preferred model is recommended to Cabinet prior to April 2013

and that the over arching organisation would ensure that rather than having a series of individual service based mutual or social enterprise vehicles the council would instead develop a single coherent approach within one overall programme of activity. However, there are many forms that this approach could take and the preliminary management outlined within this paper will enable a informed assessment of various options and models.

This approach will allow the council to expand its unique community based working and act as the facilitator and commissioner of an integrated new way of working whilst delivering the Big Society agenda. It is important to recognise that any large scale change to local delivery management and ownership will have a significant impact on the future size, shape and function of the council and Cabinet. Whilst creating a platform for analysis and providing approval for coordination of the councils over all approach to these issues, this paper does not request Cabinet to make a final decision, but rather to commence the work to allow Cabinet to make an decision prior to April 2013 whilst still allow the council to work positively with local communities in the mean time to develop, manage and deliver Campuses.

There is a need to establish appropriate management arrangements for the emerging community campuses and other operational estate. These buildings are community based and community focussed so it makes sense that local people have a direct role in their operations.

The implementation of a preliminary management project is the most suitable way to test the proposal and identify the most successful manner in which new management arrangements could be established to deliver and support certain public services in Wiltshire.

This report proposes the implementation of a preliminary management project in Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett which would commence in April 2011 as part of providing the evidence base for a future Cabinet decision on a long term model that would apply across the council.

The proposals set out in this paper will be delivered by the campus and operational estate management workstream that forms part of the Workplace Transformation Programme.

## **Proposals**

That Cabinet:

- (i) approve the outline timetable and, subject to budget setting by full council, authorise the Workplace Transformation Programme to take forward the physical delivery of Campus buildings in conjunction with local communities.
- (ii) approve the work stream principles within the Workplace Transformation Programme covering the development and assessment of proposals for future management arrangements of

campuses and local service delivery.

- (iii) approve the implementation of the preliminary management project outlined in this paper, with the aim of making a further recommendation based on the outcome of this to Cabinet by April 2013. This subsequent recommendation will include a formal assessment of the suitability, long term viability, and costs of a range of options to deliver a single council wide approach to the creation of a strategic not for profit community led organisation encompassing both property ownership and local service delivery.

**Reasons for Proposal:**

There is a growing national impetus for local authorities to consider how public services can be decentralised and how local people can be given the opportunity to directly influence the service offer in their community. In addition there is a need to establish appropriate management arrangements for the emerging community campuses and other operational estate.

The proposals recognise this by authorising the implementation of a preliminary management scheme, which will assist the development of a fully costed options appraisal for a new Wiltshire wide community focused management arrangement to be formally considered by Cabinet prior to April 2013.

**Mark Boden**

**Corporate Director Department of Neighbourhood and Planning**

**Subject: Outline Campus Development Timetable and Campus Management Proposal**

**Cabinet member: Councillor Jane Scott OBE, Leader of Council**

**Key Decision: Yes**

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### **Purpose of Report**

1. This report outlines the proposed future approach to how the Council facilitates the delivery of services to neighbourhoods and communities in Wiltshire.
2. The report builds on the Leisure Review and outlines the proposed campus development programme and the timetable for developing and implementing an alternative approach to operational estate management and ownership.

### **Background**

3. In December 2009 Cabinet confirmed its support for several projects which sought to rationalise properties within the Council's operational estate in order to provide fit for purpose accommodation for services. This has prompted a review of the whole operational estate which has resulted in an outline proposal to rationalise and improve it. In turn this will ensure the Council can reduce the risks associated with the operation of a large number of unsustainable buildings whilst significantly improving the services offered.
4. In December 2010 Cabinet approved the principle to improve indoor leisure provision across the county. The accompanying leisure review consultation exercise highlighted strong community support for leisure and in some areas support for alternative management arrangements under the assumption that appropriate support would be made available.
5. The rationalisation of the operational estate can be best described by the development of community campus buildings. A campus is a building, or collection of buildings, in a community area that provides all the services communities need in easy to access location/s. In this sense the term services is all encompassing and includes services delivered by the Council, its partners, other public service providers and services provided by the voluntary and community sector.
6. The Council is committed to providing or facilitating the development of a number of community campus buildings across the county. The design and



service offer of each building will directly reflect the needs of the area it serves therefore they will take different forms and will be driven by different factors. An indicative timeline of the campus development programme is provided in **Appendix A**.

7. There is a need to establish appropriate management arrangements for the emerging community campuses and other operational estate. These buildings are community based and community focussed so it makes sense that local communities have a direct role in their operations.
8. This paper proposes the implementation of a preliminary management project that would contribute to the long term objective of developing some form of not-for-profit community led organisation that delivers a variety of community services in Wiltshire. The concept is built around how the Council delivers to local people and local communities and aims to improve the levels of provision through tailor-made points of delivery. The Council would retain the overall responsibility for the delivery of certain core services, which could be specifically contracted to target specific outcomes to address local needs or inequalities.
9. This management project would assist in providing a platform that could, subject to further Cabinet consideration, ultimately create a single multi-service based vehicle to generate maximum financial robustness and long term viability. The approval of the project would allow the various activity in relation to alternative models of service delivery to be coordinated and delivered via a single strategic programme rather than by a series of individual service based initiatives and allow any future organisation to benefit from a sustainable and predictable income source and the capital assets of the campuses themselves.

### **Big Society and the Localism Bill**

10. The emphasis of Big Society is to give communities more powers, encourage people to take an active role in shaping and delivering services and to decentralise power and funding. Crucially the initiative aims to support social enterprises and allow greater community involvement in the running of public services.
11. The Localism Bill provides the platform for the Council to develop proposals for local decentralisation. The proposed initiative set out in this paper is the embodiment of Big Society and Wiltshire's commitment to empower local residents.

### **Main Considerations for the Council**

12. To meet the challenges facing local government and its delivery partners there is the potential to embrace alternative solutions to deliver value for money services tailored to local need. The development of an innovative not-for-profit distributing organisation model allows the reform and continued improvement of service delivery whilst minimising the financial impact on the

Council. It allows for surpluses to be reinvested into frontline community service and would enable local interests and needs to be foremost in service delivery.

13. There is an opportunity for the Council to expand on its excellent and unique community based working and act as the facilitator and commissioner of a new way of working at a community level. Crucially the Council will retain its role as a protector of public interests.
14. The not-for-profit distributing organisation proposal meets the six actions required to deliver decentralisation as identified in the Localism Bill. By definition a not-for-profit distributing organisation is likely to be less bureaucratic and in this sense the empowerment of local communities is critical to its success. It is intended that where possible local communities will have control over financial contributions to services in their area and the potential for alternative modes of service delivery will be fundamental to the business model. Additionally local people will be directing service delivery therefore local scrutiny and accountability is core to the governance structure.
15. A sustainable not-for-profit distributing organisation model would create opportunities for the Council to meet economic challenges and widen the scope for increased investment in services and assets. This also offers the potential reduction in the Council's costs of procuring and commissioning services, which will be tested through the preliminary management project.
16. Working with others is key to the success of the type of management proposed in this paper. There is scope to improve the links with a view to sharing the achievement of goals, improve local services for local people and gain efficiencies in service delivery. Partners could include the health sector, police, fire service, town and parish councils, Ministry of Defence, schools and third sector organisations amongst others.
17. An innovative not-for-profit distributing organisation model would create an environment where local people can influence the delivery and improvement of tailor made services in their community and promote social inclusion and resilience by increasing opportunities for volunteering.
18. An initial desktop appraisal has identified any number of services could be included but it is evident that a wider scope of services is critical to success and creates more opportunities to achieve economies of scale, capability and consistencies. This reflects the feedback from communities in relation to the leisure review and general good practice in respect of the development of sustainable not-for-profit organisations. However, the impact of such a large scale approach to devolved management on the future size, shape and function of the council will need careful assessment.

### **Workstream Principles**

19. The following principles form the basis of any options appraisal that would be carried out and apply to the future management arrangements of existing and future operational estate.

- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.
- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the delivery of local services.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering.
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Accessible decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

### **Preliminary Management Project**

20. The implementation of a preliminary management project is the most suitable way to test the proposal and identify the most successful manner in which a countywide not-for-profit distributing organisation could be established to deliver and support public services in Wiltshire.
21. In order to carry out a constructive preliminary management project that the Council can extract valuable information from it would be necessary to work in those community areas that display certain characteristics. For example the operational estate may be in a particularly poor condition or there is evidence to suggest service needs are not being met. Additionally in some community areas there is already an appetite from various parties for a campus building and new or improved facilities are immediately deliverable.
22. Taking the above into account and assuming formal support, Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett have been identified as

suitable locations for the preliminary management project. An indicative timeline that would be applied to the project can be found in **Appendix B**.

23. Assuming the council pursue the proposals in this report the local and partner provision will be defined through a process of service and community engagement via the Workplace Transformation Programme. The approach will depend on the individual needs of services and the community being served. Engagement will encompass the following principles:
- (i) Clear leadership to ensure the customer is central to sustainable future service delivery.
  - (ii) Consultation with stakeholders using a variety of methods leading to a service design specification.
  - (iii) A cost-benefit analysis against proposals.
  - (iv) Mutual agreement from service users, the community and the Council leading to implementation.
24. A specific project reporting structure within the Workplace Transformation Programme will be implemented to oversee and monitor the preliminary management project. This will include a member advisory board that will be responsible for influencing the project. An officer working group with representatives from services across the authority will be formed.

#### **Indicative Timeline**

25. The preliminary management project will be in place from April 2011. Preparation will then take place to ensure a draft version of the strategic legal vehicle required to underpin the project is ready by early 2013. Provided the full options appraisal and full model that will be recommended to Cabinet prior to April 2013 is approved the, legal vehicle can then be put in place in readiness for the transfer of services during the 2013/14 financial year. Alongside this the council would work with communities within the context of the preliminary management project from April 2011 to define the service offer locally.
26. In order to identify the most appropriate governance arrangements the Council will need to develop, assess and test preferred options through the preliminary management project. This work will take place between April 2011 and March 2013.

#### **Environmental and Climate Change Considerations**

27. The development of the campus buildings and the rationalisation of operational estate will significantly reduce the Council's carbon emission by at least 40%.
28. This reduction will occur due to the high construction and quality standards that will be applied to the new build and refurbished facilities and measures

will be taken to mitigate against wider environmental risks through an extensive climate change adaptation project where appropriate.

### Equalities Impact of the Proposal

29. An equality impact assessment has been completed which demonstrates that the campus development programme and the resulting proposals for management fully promote equality of opportunity. Services and operational estate will be designed to meet immediate local need and improvements will mean improved, fully accessible services and facilities for all sections of the community.

### Risk Assessment

30. **Table 1** highlights the headline risks and proposed management of those risks associated with the proposals in this report.

**Table 1**

Risks of proposals	Mitigation of risks
Financial investment with long term commitments.	<p>All financial and delivery aspects form part of the wider workplace transformation programme which reduces the risk as any expenditure will be considered against priorities within a single programme</p> <p>Prudent budgetary management will be applied and savings captured centrally.</p> <p>Inevitable reduction in financial support for delivery of frontline services through a reduced community services fee and reduced building operational costs.</p> <p>Robust, detailed, evolving risk assessment to be completed and monitored.</p>
Inevitable loss of some control over service provision.	<p>The proposal firmly meets the national agenda to decentralise services so the council can be confident that it is delivering against political desire.</p>
The need to develop legal governance arrangements.	<p>Seek specialist external advice throughout project.</p> <p>Legal services and financial services to have a key role on project working group.</p> <p>Robust, detailed, evolving risk assessment to be completed and monitored.</p>
Communities not having the desire to get involved.	<p>The council and partners, particularly from the third sector organisations, to provide a robust support network and to continue to assist communities in realising sustainable decentralisation.</p> <p>Develop a comprehensive communication plan which enables the council to be proactive as opposed to reactive.</p>

## **Financial Implications**

31. All future proposals brought forward via the Workplace Transformation Programme that have capital investment proposals and/or revenue implications will be assessed on an individual basis and will be subject to the council's budget setting process and approval.
32. The Council's business plan includes revenue proposals that cover the anticipated project management from April 2011. These have been assessed as part of the 2011/12 budget setting process and will be approved at Council on 22 February 2011.
33. The final options appraisal for the delivery of a future management model will include a full financial appraisal.

## **Legal Implications**

34. The proposal set out in this paper will be subject to various legislative provision and the legal risks to the Council and will be minimised as the project develops with the use of specific external legal advice where appropriate and effective monitoring and influence from legal services.

## **Options Considered**

35. Two distinct options have been assessed in the development of this report:
  - (i) The Council retains responsibility for all operational estate.
  - (ii) The Council delivers the proposal set out in this report.
36. Option (i) has been discounted as broadly speaking the retention of all operational estate under the current arrangements does not provide a sustainable financial model for future service delivery. In addition option (i) does not allow the Council to reduce operational costs and it lessens the opportunities to deliver an innovative approach to the wider Big Society and decentralisation agendas.
37. Option (ii) has been identified as the most appropriate way forward as it offers a variety of benefits and opportunities to the council and local communities. Examples include paving the way for an innovative approach to decentralisation, improved tailor made services, full community influence, increased opportunities for volunteering, more partnership working, engagement with marginalised groups in the community and fewer restrictions than those placed on a local authority. In addition there are potential financial advantages for the community purpose vehicle and the capacity to attract external investment from sources not accessible to the council.

## **Conclusions**

38. Cabinet are recommended to approve the proposals in this report for the reasons set out.

**Mark Boden**

**Corporate Director, Department of Neighbourhood and Planning**

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## **Report Authors:**

Mark Stone, Programme Director - ICT, Information Management and Workplace Transformation, Workplace Transformation Programme

Lucy Murray Brown, Campus & Operational Estate Management Lead, Workplace Transformation Programme

Date of report: 2 February 2011

## **Background Papers**

The following unpublished documents have been relied on in the preparation of this report: None

## **Appendices**

Appendix A Indicative community campus programme timeline

Appendix B Indicative pilot management scheme timeline

Appendix C Draft programme team structure

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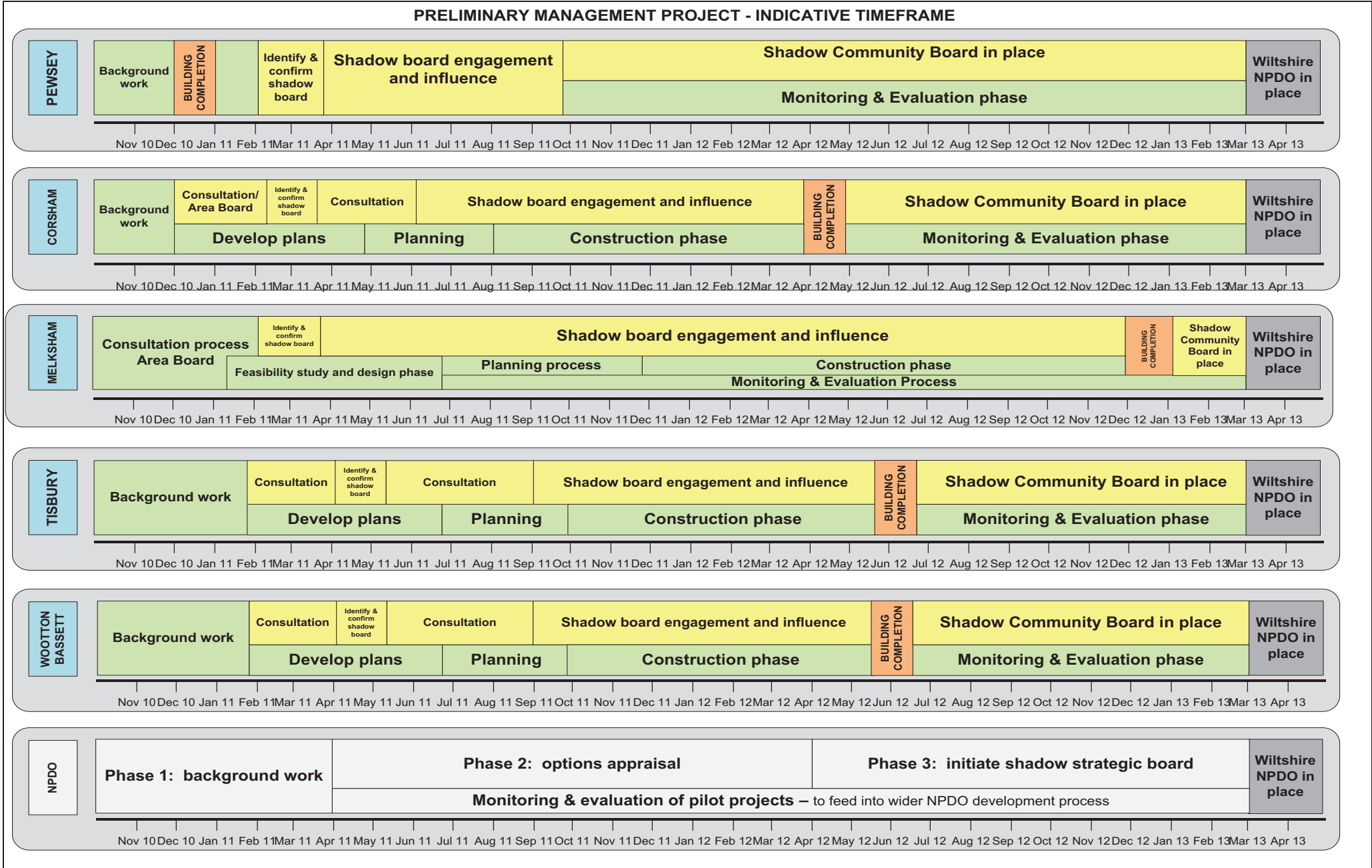


**APPENDIX A**  
**COMMUNITY CAMPUSES - INDICATIVE PROGRAMME**

	2010	2011			2012				2013				2014/15	
	Oct-Dec 10	Jan-Mar 11	Apr-Jun 11	Jul-Sep 11	Oct-Dec 11	Jan-Mar 12	Apr-Jun 12	Jul-Sep 12	Oct-Dec 12	Jan-Mar 13	Apr-Jun 13	Jul-Sep 13	Oct-Dec 13	
<b>SECOND TRANCHE</b>														
Amesbury		Consultation/Design			Planning		Construction				Occupy			
<i>Property Sales</i>									Strategy	Develop plan/Market	Sales			
Chippenham (2)		Consult/Design		Planning		Construction			Occupy					
<i>Property Sales</i>							Strategy	Develop plan/Market	Sales					
Corsham		Consult/Design		Planning		Construction		Occupy						
<i>Property Sales</i>					Strategy	Develop plan/Market	Sales							
Cricklade									Occupy					
<i>Property Sales</i>									Occupy?					
Devizes														
<i>Property Sales</i>		Consultation/Design			Planning		Construction			Occupy				
Melksham								Strategy	Develop plan/Market	Sales				
<i>Property Sales</i>		Design	Refurbish/Remodel		Occupy									
Pewsey (2)	N/A													
<i>Property Sales</i>		Design	Planning		Construction		Occupy							
Salisbury (1)					Strategy	Develop plan/Market	Sales							
<i>Property Sales</i>		Consult/Design		Planning		Construction		Occupy						
Tisbury					Strategy	Develop plan/Market	Sales							
<i>Property Sales</i>		Consultation/Design			Planning			Construction				Occupy		
Trowbridge										Strategy	Develop plan/Market	Sales		
<i>Property Sales</i>		Remodel	Occupy											
Warminster (1)	N/A													
<i>Property Sales</i>		Consult/Design		Planning		Construction		Occupy						
Wootton Bassett														
<i>Property Sales</i>														
<b>THIRD TRANCHE</b>														
Bradford on Avon														Occupy
Calne														Occupy
Malmesbury														Occupy
Marlborough														Occupy
Mere														Occupy
Salisbury (2) - City Hall		Design		Remodel		Occupy?		Remodel		Occupy?				
Southern Wilts (Downton)														Occupy
Tidworth	?													Occupy
Warminster (2)														Occupy
Westbury														Occupy
Wilton														Occupy

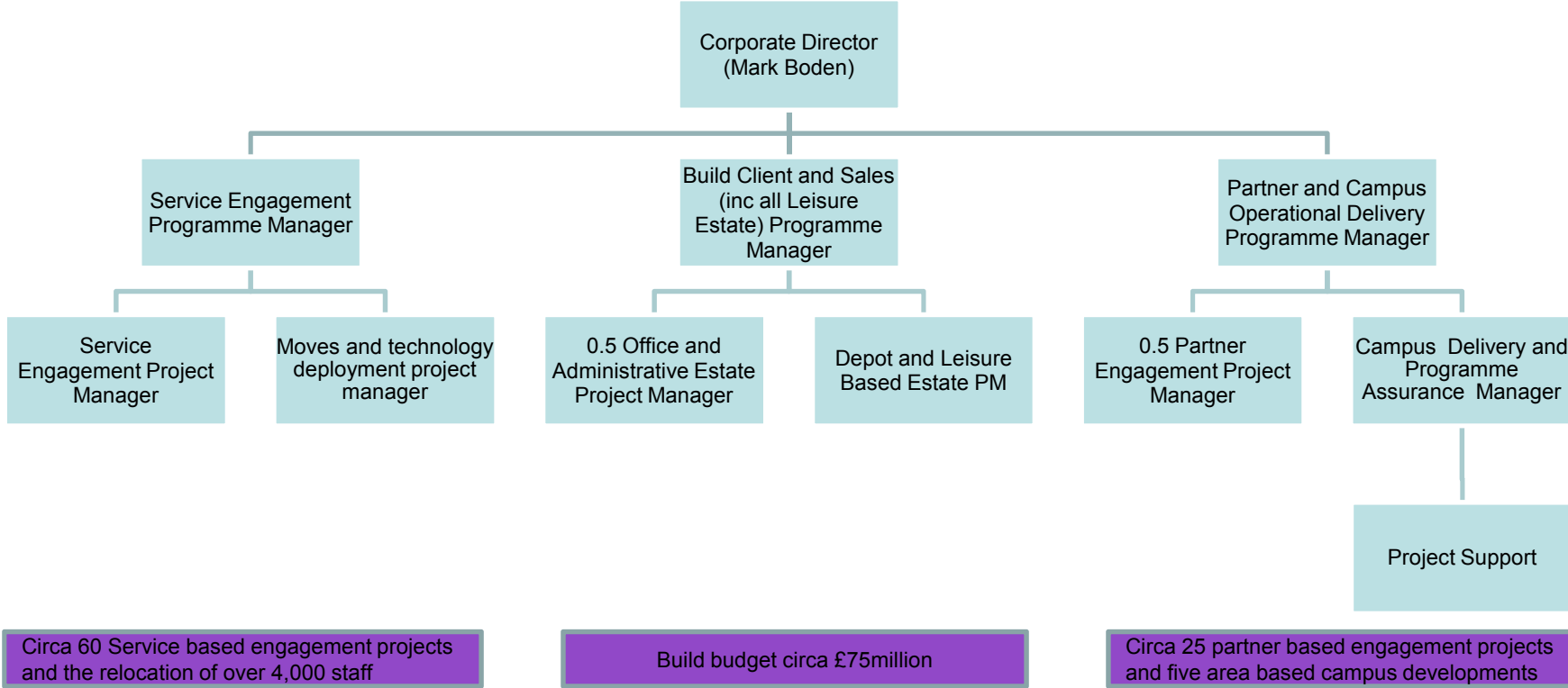


PRELIMINARY MANAGEMENT PROJECT - INDICATIVE TIMEFRAME





# Proposed Programme Team Structure





**Wootton Bassett & Cricklade Area Board**  
**23 March 2011**

**DELEGATED POWER TO COMMUNITY AREA MANAGER**

**1. Purpose of Report**

- 1.1 The purpose of this report is to ask the Area Board to consider whether it wishes to delegate power to the Community Area Manager to take certain urgent decisions between meetings where necessary.

**2. Background**

- 2.1 There is currently no provision to make decisions between meetings of an Area Board. If an urgent issue arises requiring the hire of a public meeting room then this would require an extraordinary Area Board meeting to authorise this.
- 2.2 The proposal to grant delegated power to the Community Area Manager (CAM) would enable the CAM to book a public meeting room for Area Board purposes as and when such a need arises without the need for an extraordinary full Area Board meeting to authorise this. The details of the decision would then be reported to the next full meeting of the Area Board to ensure transparency.
- 2.3 The delegated power is only intended to be used for matters of urgency which cannot wait until the next meeting of the Area Board and would not be used as a matter of routine. The majority of decisions will continue to be taken at a public meeting.

**3. Recommendation**

- 3.1 It is proposed that the area board agrees:

That the Community Area Manager, in consultation with the Chairman and Vice-Chairman of the Area Board, is granted delegated authority to approve expenditure not exceeding £250 from the budget delegated to the Area Board for the purpose of booking public meeting rooms for Area Board purposes. Such expenditure will be restricted to meeting costs directly associated with the work of the Area Board and its associated working or task groups and all such expenditure will be publicly reported at the earliest opportunity to the next full Area Board.

**Contact:** Alison Sullivan, Community Area Manager, Tel: 01249 821621 or email [alison.sullivan@wiltshire.gov.uk](mailto:alison.sullivan@wiltshire.gov.uk)

**Background Papers**

None

**Appendices**

None





<b>Report to</b>	<b>Wootton Bassett and Cricklade Area Board</b>
<b>Date of Meeting</b>	<b>23<sup>rd</sup> March 2011</b>
<b>Title of Report</b>	<b>Community led planning Grants</b>

## **Purpose of Report**

To ask Councillors to consider applications seeking 2010/11 Community led planning Grant Funding

1. Cricklade Town Planning steering Group requesting £2000 to undertake community led planning on behalf of the Area Board
2. Wootton Bassett Town Council requesting £4,000 to develop a steering group to undertake community led planning on behalf of the Area Board
3. Purton Parish Council requesting £2000 to develop a steering group to undertake community led planning on behalf of the Area Board.

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010).
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons as to why this should justify an exception to the criteria.
- 1.3. In accordance with the Area Board Grants Guidance officers are required to provide recommendations in their report, however, the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4. The Area Board took a decision on 2<sup>nd</sup> February 2011 to support the outline proposal from Community First, that community - led parish and town plans provide the preferred way forward for community planning in Wootton Bassett and Cricklade Community Area.
- 1.5. Wootton Bassett and Cricklade Area Board has allocated a 2010/2011 budget of £15,200 for community led planning grants.
- 1.6. A decision has been made in 2010/2011 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.7. The 2010/2011 funding criteria and application forms are available on the council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) or paper versions are available from the Community Area Manager.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"><li>• Community Area Grant Application Pack 20010/11</li><li>• Wootton Bassett and Cricklade Community Area Plan</li><li>• Minutes from Area Board meeting 2<sup>nd</sup> February 2011</li><li>• Community First Proposal for funding an innovative parish planning project for the community area</li></ul>
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## **2. Environmental & Community Implications**

Community Area Grants will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

## **3. Financial Implications**

- 3.1. Awards must fall within the Area Boards budget allocated to the Wootton Bassett and Cricklade Area Board.
- 3.2. If grants are awarded in line with officer recommendations Wootton Bassett and Cricklade Area Board will have a balance of £ 7,200 for future allocation and this sum can be carried over into the 2011/2012 financial year .

## **4. Legal Implications**

- 4.1. There are no specific Legal implications related to this report.

## **5. HR Implications**

- 5.1. There are no specific HR implications related to this report.

## **6. Equality and Inclusion Implications**

- 6.1. Community led planning Grants give all Town and Parish Councils an equal opportunity to receive funding towards community –led planning projects and schemes.
- 6.2. Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

## 7. Officer recommendations

Ref	Applicant	Proposal	Funding requested
8	Cricklade Town Plan steering group	To create a town plan for the town of Cricklade	£2,000

- 7.1.1. The Grant meets the criteria for a community led planning grant 2010/11 as per the proposal from community First as agreed by the Area Board on 2<sup>nd</sup> February 2011
- 7.1.2. The grant feeds directly into the Community Plan and provides evidence of community needs and priorities for residents.
- 7.1.3. The grant meets locally agreed/area board priorities.
- 7.1.4. The group is a not for profit organisation.
- 7.1.5. The Area Board has encouraged the creation of parish and town plans in the community area as a means of identifying community priorities.
- 7.1.6. The process of preparing a plan will be community led by a representative steering group of volunteers.
- 7.1.7. They will engage widely with local residents, community groups, businesses and other stakeholders and undertake a consultation exercise to find out what is valued and needed in the future.
- 7.1.8. Information from the consultation will inform the action planning that will be developed with the involvement of agencies and service providers to ensure that the actions identified are deliverable.
- 7.1.9. The parish/town plan provides evidence to inform future decisions affecting the community, helps manage change, involves local people in identifying community led solutions to local concerns and improves community spirit by helping identify valued features of community life to be preserved.
- 7.1.10. The plan should assist the work programme of the Town Council by providing evidence of community aspirations that can be used for future influencing and to assist with spending priorities for the precept.

Ref	Applicant	Project Proposal	Funding Requested
8	Wootton Bassett Town council	To develop a steering group and develop a community led plan	£4000

7.1.11. The Grant meets the criteria for a community led planning grant 2010/11

7.1.12. The grant feeds directly into the Community Plan and provides evidence of community needs and priorities for residents.

7.1.13. The grant meets locally agreed/area board priorities.

7.1.14. The group is a not for profit organisation.

7.1.15. The Area Board has encouraged the creation of parish and town plans in the community area as a means of identifying community priorities.

7.1.16. The process of preparing a plan will be community led by a representative steering group of volunteers.

7.1.17. They will engage widely with local residents, community groups, businesses and other stakeholders and undertake a consultation exercise to find out what is valued and needed in the future.

7.1.18. Information from the consultation will inform the action planning that will be developed with the involvement of agencies and service providers to ensure that the actions identified are deliverable.

7.1.19. The parish/town plan provides evidence to inform future decisions affecting the community, helps manage change, involves local people in identifying community led solutions to local concerns and improves community spirit by helping identify valued features of community life to be preserved.

7.1.20. The plan should assist the work programme of the Town Council by providing evidence of community aspirations that can be used for future influencing and to assist with spending priorities for the precept.

Ref	Applicant	Project proposal	Funding requested
10	Purton Parish council	To develop a steering group and develop a community led plan	£2000

7.1.21. The Grant meets the criteria for a community led planning grant 2010/11

- 7.1.22. The grant feeds directly into the Community Plan and provides evidence of community needs and priorities for residents.
- 7.1.23. The grant meets locally agreed/area board priorities.
- 7.1.24. The group is a not for profit organisation.
- 7.1.25. The Area Board has encouraged the creation of parish and town plans in the community area as a means of identifying community priorities.
- 7.1.26. The process of preparing a plan will be community led by a representative steering group of volunteers.
- 7.1.27. They will engage widely with local residents, community groups, businesses and other stakeholders and undertake a consultation exercise to find out what is valued and needed in the future.
- 7.1.28. Information from the consultation will inform the action planning that will be developed with the involvement of agencies and service providers to ensure that the actions identified are deliverable.
- 7.1.29. The parish/town plan provides evidence to inform future decisions affecting the community, helps manage change, involves local people in identifying community led solutions to local concerns and improves community spirit by helping identify valued features of community life to be preserved.
- 7.1.30. The plan should assist the work programme of the Parish Council by providing evidence of community aspirations that can be used for future influencing and to assist with spending priorities for the precept.

<b>Appendices:</b>	<b>Appendix 1 Grant application –Cricklade Town Plan Steering Group</b> <b>Appendix 2 Grant Application – Wootton Bassett Town Council</b> <b>Appendix 3 Grant application – Purton Parish Council</b>
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No unpublished documents have been relied upon in the preparation of this report.

<b>Report Author</b>	Alison Sullivan, Community Area Manager Tel: 07917 721371 E-mail <a href="mailto:alison.sullivan@wiltshire.gov.uk">alison.sullivan@wiltshire.gov.uk</a>
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<b>Report to</b>	<b>Wootton Bassett and Cricklade Area Board</b>
<b>Date of Meeting</b>	<b>23rd March 2011</b>
<b>Title of Report</b>	<b>Community Area Grants</b>

## **Purpose of Report**

To ask Councillors to consider applications seeking 2010/11 Community Area Grant Funding

**1 Grant application** – Longleaze Pre School seeking £930 funding to replace an access ramp and hand rail to the community preschool and nursery.

**2 Grant application** – Purton Institute Village Hall charity seeking £820 towards refurbishing kitchen in village hall.

**3 Grant application** – Wilts and Berks Canal Trust Wootton Bassett seeking £1736 to improve surface of tow path.

**4 Grant application** – Thames Hall Management Committee seeking £1045 to replace central Heating boiler.

**5 Grant application** – Cricklade Bloomers seeking £1630 to purchase lamp post baskets for Spring and Autumn to supplement the Summer planting.

**1. Background**

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010).
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons as to why this should justify an exception to the criteria.
- 1.3. In accordance with the Area Board Grants Guidance officers are required to provide recommendations in their report, however, the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4. Funding applications will be considered at every Area Board meeting.
- 1.5. Wootton Bassett and Cricklade Area Board has been allocated a 2010/2011 budget of £62,298 for community grants and includes the sum of £10,336 for community planning. The Area Board has allocated further sums for community led planning to the sum of £15,200 on 2<sup>nd</sup> February 2011
- 1.6. Following allocation at the previous Area Boards, and return of £58 unspent funds for Youth Transport, the sum of £13,639 remains.
- 1.7. Where the demand for funding exceeds the funds available applications meeting the area board priorities will be given priority.
- 1.8. A decision has been made in 2010/2011 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.9. The 2010/2011 funding criteria and application forms are available on the council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) or paper versions are available from the Community Area Manager.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"><li>• Community Area Grant Application Pack 20010/11</li><li>• Wootton Bassett and Cricklade Community Area Plan</li></ul>
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## **2. Main Considerations**

- 2.1. Councillors will need to be satisfied that grants awarded in the 2010/11 year are made to projects that can realistically proceed within a year of the award being made. Should a project such as community planning require more time to complete, a request to Cabinet could be made to make an exception for the budget/award to be carried forward for longer.
- 2.2. There have been 6 rounds of funding during 2010/11. The next funding round commences for the year 2011/2012 and the meeting will take place on;
  - 25<sup>th</sup> May 2011

## **3. Environmental & Community Implications**

Community Area Grants will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

## **4. Financial Implications**

- 4.1. Awards must fall within the Area Boards budget allocated to the Wootton Bassett and Cricklade Area Board.
- 4.2. If grants are awarded in line with officer recommendations Wootton Bassett and Cricklade Area Board will have a balance of £ 7478. This sum can be carried over to 2011/2012 financial year for future allocation.

## **5. Legal Implications**

- 5.1. There are no specific Legal implications related to this report.

## **6. HR Implications**

- 6.1. There are no specific HR implications related to this report.

## **7. Equality and Inclusion Implications**

- 7.1. Community Area Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

## 8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
8	Longleaze Pre - School – (a community pre - school)	Seeking to replace an access ramp and hand rail to the community preschool and nursery	£930

8.1.1. The Grant meets the criteria for a community area grant 2010/11

8.1.2. The grant demonstrates a link to the Community Plan - supporting local schools, preparing children for their academic years and supporting vulnerable people in an area of deprivation.

8.1.3. The grant meets locally agreed/area board priorities by prioritising young people - the project works with children under 5.

8.1.4. The group is a not for profit organisation.

8.1.5. The grant is to provide access to both the younger children and the older children, following installing an extra gate to secure the safety of the children and erecting a shelter, the ramp is required to be replaced so that the facilities can be utilised by all.

8.1.6. The grant will provide a safe access for the 60 children and their parents carers.

8.1.7 Should the grant not be awarded funding the project would be delayed and the younger children would need to continue using the original access, thus interrupting the over three's outside play activities. Funding would need to be sought elsewhere,.

Ref	Applicant	Project Proposal	Funding Requested
9	Purton Institute Village Hall Charity	Towards refurbishing kitchen in village hall.	£820

9.1.1 The Grant meets the criteria for a community area grant. 2010/11

9.1.2 The grant demonstrates a link to the Community Plan, creating opportunities for recreation culture and leisure.

9.1.3 The grant meets locally agreed/area board priorities for young people and older people with community groups, eg. Dance shows, art exhibitions, cultural and local events, engaging the community and building networks.

9.1.4 The group is a not for profit group.

9.1.5 The grant is to assist with the refurbishment of the village hall kitchen.

9.1.6 The project will enable the facilities to come up to standard and increase hirings, thus increase community capacity.

9.1.7 Should the grant not be awarded, funding from other sources would need to be obtained and this would delay the project.

9.1.8 The applicant is part funded by the Parish Council for the Charity's Administration of £9K and has thus not applied for a grant for this project from the Parish Council

Ref	Applicant	Project proposal	Funding requested
10	Wilts and Berks Canal Trust Wootton Bassett	seeking to improve surface of tow path	£1736

10.1.1. The Grant meets the criteria for a community area grant. 2010/11

10.1.2. The grant demonstrates a link to the Community Plan, promoting tourism, protection of sites of historic interest, developing the canal and promoting health

10.1.3. The grant meets locally agreed/area board priorities, in developing the canal.

10.1.4. The group is a not for profit organisation.

10.1.5. The grant is to improve the surface of the towpath along the Wilts and Berks Canal by completing laying of limestone scalplings and compacting fully. The Senior Rights of Way Warden informs that limestone aggregate is suitable for footpath works as long as it is laid correctly and compacted..

10.1.6 The grant will increase the number of towpath users.

10.1.7 Should the grant not be awarded, alternative funding would need to be sought and this would delay the project. A previous request was refused due to the lack of information regarding the suitability of the limestone scalplings, this has now been formally determined as suitable.

Ref	Applicant	Project Proposal	Funding Requested
11	Thames Hall Management Committee	Seeking to replace central Heating boiler.	£1045

11.1.1 The Grant meets the criteria for a community area grant. 2010/11

11.1.2 The grant demonstrates a link to the Community Plan, reducing anti social behaviour, promoting youth activities, youth facilities, arts and culture and reducing the

impact on the environment.

11.1.3 The grant meets locally agreed/area board priorities with particular reference to working with young people and older people. .

11..1.4 The group is a not for profit organisation

11..1.5 The grant is to replace on old boiler with a more environmentally friendly combi-boiler and removal from kitchen will provide much needed space

11.1.6 The project will benefit users of the Thames Hall Cricklade and provide adequate facilities for young people in the area.

11.1.7 Should the grant not be awarded funds would need to be found elsewhere

Ref	Applicant	Project proposal	Funding requested
12	Cricklade Bloomers	Cricklade Bloomers seeking to purchase lamp post baskets for Spring and Autumn to supplement the Summer planting	£1630

12.1.1 The Grant meets the criteria for a community area grant 2010/11

12.1.2.The grant demonstrates a link to the Community Plan , supporting the community and promoting Tourism in the Market Town.

12.1.3.The grant meets locally agreed priorities, promoting tourism development of market town and community involvement.

12.1.4.The group is a not for profit organisation.

12.1.5.The grant is to purchase and plant extra plant lamp post baskets to supplement the summer planting by adding Spring and Autumn planting to the local community .

12.1.6 Should the grant not be awarded the project could not take place.

<b>Appendices:</b>	<b>Appendix 1 Grant applications –</b> <b>1 Grant application –</b> <b>2 Grant application –</b> <b>3 Grant application –</b> <b>4 Grant application –</b> <b>5 Grant application.</b> <b>Letter</b>
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No unpublished documents have been relied upon in the preparation of this report.

**Report Author**

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## WOOTTON BASSETT & CRICKLADE AREA BOARD FORWARD PLAN

Please note that this is a working document which is subject to change due to availability of the relevant officers/partners and relevant time scales.

Date	Location	Area Board Agenda Items	Cabinet Member Attending
25 May 2011	Cricklade Town Hall	<p><b>Provisional items:</b>                      Community Campus                      Community Services Contract – Great Western Hospital                      End of Life Care                      Older People’s Accommodation Strategy                      Safari Project Update</p> <p><b>Community Area Grants will be considered</b></p>	Cllr John Brady (Economic Development, Planning and Housing)
6 July 2011	St Bartholomew’s Primary School, Wootton Bassett	<p><b>Provisional items:</b>                      Community Asset Transfers</p> <p><b>Community Area Grants will be considered</b></p>	Portfolio Holder (to be confirmed)

### Officer Contacts

Community Area Manager: Alison Sullivan ([alison.sullivan@wiltshire.gov.uk](mailto:alison.sullivan@wiltshire.gov.uk))

Democratic Services Officer: Penny Bell ([penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk))

Service Director: Laurie Bell ([laurie.bell@wiltshire.gov.uk](mailto:laurie.bell@wiltshire.gov.uk))

